Scientific Models, Applications, Visualization, Computational Science, and Statistical Support (SMAVCS3)

Performance Work Statement

UNITED STATES ENVIRONMENTAL PROTECTION AGENCY (EPA)

OFFICE OF RESEARCH AND DEVELOPMENT (ORD)

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1.0 BACKGROUND

The Environmental Protection Agency (EPA), Office of Research and Development (ORD), has a requirement for an enterprise Task Order called 'Scientific Models, Applications, Visualization, Computational Science, and Statistical Support (**SMAVCS3**)' to service all thirteen ORD facilities and other program offices.

EPA depends upon accurate information and reliable communications to execute its mandated functions and make informed, timely and correct decisions. EPA prefers the use of web-based and mobile technologies to communicate and collaborate with the public, our business partners, and our employees.

Additionally, EPA has a requirement for automated information systems which address both fundamental information needs common to all Offices and Laboratories and those relating to program specific issues in order to support the IT needs of the widespread EPA locations in a cost-effective manner. The specific research areas of each EPA location require computer systems capable of providing a variety of analytical information, as well as raw data and information in support of the EPA mission.

The Scientific Models, Applications, Visualization, and Computational Science and Statistical Support (SMAVCS3) Task Order has a computational focus and a geospatial focus. For example, research under SMAVCS3 may use geospatial data as input into scientific applications. However, the primary goal of SMAVCS3 is not to create place-based assessments and predictions. Rather, the goals of SMAVCS3 include supporting the creation, application, and distribution of complex environmental models (or simulations) that address research issues that are too large or too small to duplicate in the real world such as molecular modeling or global climate change. Research supported by SMAVCS3 is typically computationally intensive and relies on distributed or centralized high end computing. Work pertaining to SMAVCS3 shall include developing models that are often geo-referenced and rely on geographic data layers often found in classic GIS tools. There will be development of algorithms or models that are spatially-referenced.

Some more additional areas of expertise needed are listed, Portfolio management, Interoperability, Collaboration, Cloud computing/hosting/security, Agile/Iterative Development, System Life Cycle, Total Cost of Ownership, Security Assessment/Plan to name a few. The vendor will have to be familiar with all Agency policies and Procedures including

- Section 508 of the Rehabilitation Act (http://www.section508.gov/Section-508-Of-The-Rehabilitation-Act) and EPA's Section 508 policy (http://www.epa.gov/irmpoli8/policies/2130.1.pdf
- IPv6 requirements - http://www.epa.gov/irmpoli8/policies/CIO-2150-3-P-05-1.pdf.
- Records Management Policy (http://www.epa.gov/records/policy/index.htm

2.0 MISSION

ORD'S Mission is to conduct leading edge research and foster the sound use of science and technology to fulfill EPA's mission to protect human health and safeguard the natural environment.

2.1 ORD'S RESEARCH PROGRAMS

- Air, Climate, and Energy Research Program
- Chemical Safety for Sustainability Research Program
- Human Health Risk Assessment Program
- Homeland Security Research Program
- Safe and Sustainable Water Resources Research Program
- Sustainable and Healthy Communities Research Program

2.2 ORD'S LABORATORIES, CENTERS AND OFFICES

- National Center for Computational Toxicology (NCCT)
- National Center for Environmental Assessment (NCEA)
- National Center for Environmental Research (NCER)
- National Exposure Research Laboratory (NERL)
- National Health and Environmental Effects Research Laboratory (NHEERL)
- National Homeland Security Research Center (NHSRC)
- National Risk Management Research Laboratory (NRMRL)
- Office of the Science Advisor (OSA)
- Office of Science Policy (OSP)

3.0 OBJECTIVES

- ORD's primary objective for this vehicle is to provide a process for procuring needed scientific support resources that can be leveraged throughout EPA for all types of modeling, scientific applications, visualizations, and statistical support.
- Advance the use of current systems, improve and streamline them, identify new applications, and introduce new technologies as they emerge.
- Configure and manage computer hardware, software, networks,
- and security applicable to scientific applications, visualization, modeling and statistical support.
- Develop and implement necessary training;
- Create assessments and recommendations for supporting (and enhancing) SMAVCS3 software engineering and deployment.
- Respond to requirements on short notice and provide rapid solutions following established and known processes.

4.0   PURPOSE AND SCOPE OF WORK

4.1   PURPOSE

The purpose of this task order is to implement innovative and cost effective solutions to meet the scientific application, visualization, modeling and statistical support needs and requirements of the EPA and partner user communities including other Federal and state agencies.

4.2   SCOPE OF WORK

This performance work statement (PWS) does not provide specific details on the types of solutions to be offered or the comprehensiveness of any specific solutions. However, the government requires the contractor to offer comprehensive solutions that (1) are based on an understanding of the current EPA IT infrastructure and the systems engineering, remote sensing and GIS environments, (2) provide the scope and breadth of remote sensing and Geographic Information System (GIS) services responsive to present and future needs of EPA, ORD, and partner user communities, (3) ensure an appropriate level of security based on government regulations, agency requirements, and industry best practices, and (4) meet performance levels or metrics associated with specific areas.

5.0 SPECIFIC TASK AREAS
5.1. TASK ORDER (TO) MANAGEMENT
5.1.1 PROGRESS REPORTING

The Contractor shall accomplish the PWS as defined herein and further specified in individual Technical Directive Documents (TDDs) issued under this task order. The contractor shall maintain an awareness of the quality, efficiency, and cost-effectiveness of all services to be provided with a continuing emphasis on devising and developing better methods, processes, and procedures to enhance the ability of EPA to meet present and future needs of its user community.

SOW TASK #	DELIVERABLE TITLE	#CALENDAR DAYS AFTER TO AWARD
5.1. 1	Task Order (TO) Management Plan	30 calendar days after Task Order award to the CO, COR and QA Officer

5.1.2 QUALITY MANAGEMENT PLAN

The Contractor shall prepare a Quality Management Plan (QMP) describing the technical approach, organizational resources and management controls to be employed to meet the cost, performance and schedule requirements throughout task order execution. The contractor shall employ a program management structure to ensure the efficient execution of all tasks and subtasks, and the capability to report on the status of work performed. The contractor shall use a single

point of contact (POC) for all matters regarding project administration and reporting. Refer to EPA Requirements for Quality Management Plans (QA/R-2) (EPA/240/B-01/002, 03/20/01). A copy of this document is available at: http://www.epa.gov/quality/qa_docs.html.

SOW TASK #	DELIVERABLE TITLE	#CALENDAR DAYS AFTER TO AWARD
5.1.2	Quality Management Plan	30 calendar days after Task Order award to the CO, COR and QA Officer

5.1.3 TECHNICAL AND QUALITY ASSURANCE PROGRESS REPORT

The Contractor shall provide progress reporting monitoring performance and finances associated with this task order. The Technical and Quality Assurance Progress Report shall provide a general outline of the effort, state the percentage of work completed for the Task Order during the reporting period, and relate it to the overall effort. ORD reserves the right to provide the format and elements the Progress Report will include. At minimum, the following shall be included:

1. The Contractor shall furnish copies of the combined monthly technical, quality assurance, and financial progress report stating the progress made, including the percentage of the project completed, and a description of the work accomplished to support the cost to the CO, Project Officer, COR and QA officer. Each project that requires a QAPP shall be so identified along with the status of the QAPP (i.e., draft or approved by EPA).

2. Specific discussions shall include difficulties encountered and remedial action taken during the reporting period, and anticipated activity with a schedule of deliverables for the subsequent reporting period.

3. The Contractor shall provide a list of outstanding actions awaiting Contracting Officer's authorization.

4. The report shall specify financial status at the task order level as follows:

    a. For the current reporting period, display the amount claimed.

    b. For the cumulative period and the cumulative task order life display: the amount obligated, amount originally invoiced, amount paid, amount suspended, amount disallowed, and remaining approved amount. The remaining approved amount is defined as the total obligated amount, less the total amount originally invoiced, plus total amount disallowed.

    c. For labor hours:
    o A list of employees, their labor categories, and the numbers of hours worked for the reporting period.
    o For the current reporting period, display the expended direct labor hours, and the total loaded direct labor costs.
    o For the cumulative task order period display: the negotiated and expended direct labor hours and the total loaded direct labor costs.

- o Display the current dollars obligated in the task order, net amount invoiced, and remaining amounts for the following categories: Direct labor hours, total estimated cost, subcontracts by individual subcontractor, travel, program management, and Other Direct Costs (ODCs).
- o Unbilled allowable costs. Display the total costs incurred but unbilled for the current reporting period and cumulative for the task order.
- o For the cumulative period display: amount shown on each Technical Directive Document (TDD) and Work Request (WR); amount currently claimed; and remaining approved amount. The remaining approved amount is defined as: the TDD/WR amount less total amounts originally incurred.
- o Display the estimates of remaining direct labor hours and costs required to complete the task order.
- o Provide a graph using a vertical axis for dollars and a horizontal axis for expenditures against the total estimated price of the task order.
- o A list of deliverables for each task order during the reporting period.
- o A status listing of all requests received by the contractor during that month and all requests listed as incomplete on the previous monthly report. The numbers of hours required to complete each request shall be provided.

SOW TASK #	DELIVERABLE TITLE	#CALENDAR DAYS AFTER TO AWARD
5.1.3	Monthly Technical and Quality Assurance Status Reports	Electronically on or before the **15th** of each month to the CO, COR, QA Officer, and Administrative Alternate COR

5.1.4 FINANCIAL REPORTING AND COST TRACKING

In addition to standard Task Order reporting requirements, ORD requires a mechanism for providing costs and estimates at the subtask, work request level with the capability to track costs to the type of work performed as it relates to data and document services. All costs associated with tasks, subtasks, TDDs, and WRs shall be reported in the monthly report by individual TDDs as well as at an aggregate level. It is noted that a work request is a specific project or task that is to be performed under an approved TDD. All costs associated with specific project codes shall be reported in the monthly report, and as specified in the individual work request.

- ▪ Project codes shall be established before technical work begins. Work estimates shall include costs associated with each major project milestone/phase.
- ▪ All cost-tracking for work to be billed should include information to identify the following:

  A. Task Order Number
  B. ORD's Lab, Center, or Office for which requested work was done
  C. Location to which requested work shall be charged
  D. Task and Subtask Areas of this PWS
  E. TDD
- ▪ Create financial reports and track costs at a detailed level and produce standard reports as well as ad hoc reports.
- ▪ Changes in established project codes must be reviewed and approved by the COR.

- Costs shall be included in the monthly financial report due by the 15th of the month following the month reported.
- Additional financial reporting requirements will be specified in the individual work request and TDD.
- Reports shall be accurate, clear, complete, timely and in accordance with the requirements in the work request. Information in the monthly progress reports should be consistent with costs identified in the associated monthly invoice and consistent with generally accepted accounting principles.
- Under this PWS, the COR and Alternate COR are responsible for overseeing this effort as a whole. For TDDs and WRs, there will be designated Technical Monitors (TMs) that are responsible for those specific projects.

SOW TASK #	DELIVERABLE TITLE	#CALENDAR DAYS AFTER TO AWARD
5.1.4	Cost Tracking Reports included in the Monthly Financial Status Report	Electronically on or before the **15th** of each month to the CO, COR, and Administrative Alternate COR

5.1.5 LIBRARY AND MENU OF TASK ORDER SERVICES

The contractor shall create and maintain a menu of services, to include at a minimum:

- Description of the services offered under the TO
- How to request those services
  - Track Lead-time for requests
  - Approximate turn-around times to receive estimates (i.e. how long before the customer gets first contact from the service provider)
  - Length of time required for completion of common service requests

SOW TASK #	DELIVERABLE TITLE	#CALENDAR DAYS AFTER TO AWARD
5.1.5	Task Order Menu of Services	within 60 calendar days after Task Order award to the COR from the contractor

5.1.6 WORK REQUEST HANDLING AND TRACKING

The Contractor shall provide EPA customers with a centralized, electronic method, at no cost to the Government, for requesting data and document services. The proposed standard solution provided by the contractor shall be referred to hereafter as Work Request System (WRS). The appropriate CORs and TMs shall have access to this system for the purposes of tracking status, approval, and cost. The WRS shall be able to produce reports to include, but not limited to: work type by quantity, location, Laboratories, Centers and Offices within ORD, number of hours, TDD, etc. as requested by CORs and TMs. The COR will issue TDDs to the contractor that will provide technical direction for work requirements. After the CO approves the TDD work plan and budget, work shall be issued as projects/work requests through the Contractor-provided WRS. The WRS shall provide detailed work

descriptions and routing approvals for requests associated with the applicable TDD. The work requests shall be routed to the appropriate TM for review, and approved requests will then be routed to the Contractor. When required, the Contractor shall provide a written estimate of the number of hours necessary to complete the work. Work shall not start until approved by the TM, or as established in SOPs. Work requests may be approved/disapproved by the CO, COR/ACORs in the absence of the TM. When ad hoc plans or reports are required, a request will be submitted via the WRS. The date of delivery for such items will be specified at time of the request. A technical work plan may be required and shall be submitted to the TM within a specified timeframe that contains specific deliverables and due dates. When eighty-five percent (85%) of the ceiling hours have been expended on any WR issued with a ceiling of forty (40) hours or more, the TM as designated in the TDD shall be notified by the Contractor in writing via the WRS. If additional hours are necessary, the Contractor shall provide the TM with an estimate to complete the work request. The request shall include a description of changes to the original estimate and why hours beyond the original estimate are needed to complete the work outlined in that estimate. The TM will approve or disapprove the requests and additional hours as appropriate.

The Contractor shall provide ORD-enterprise workflow diagrams, SOPs, and process documents for work requested and products created under this Task Order.

The Contractor shall provide a schedule for review of workflow diagram, SOPs and process documents, and shall maintain these documents and deliverables according to that schedule following EPA approval.

The Contractor shall provide a work plan and cost estimate for TDDs, including staffing approach (e.g., on-site/off-site, shared resources, etc.) to the CO and COR.

1-D.1	WRS	Available for use at time of award
1-D.2	Workflow, SOPs and process documents	Delivered to COR, ACORs and TMs within 45 calendar days of Task Order Award
1-D.3	Schedule for Review of Workflow, SOPs and process documents	Delivered to COR, ACORs and TMs within 60 calendar days of Task Order Award
1-D.4	TDD Work Plans	Delivered to COR, ACORs and TMs within 15 calendar days of issuance of TDDs

5.1.7 WEEKLY STAFF REPORT

The contractor shall provide reports in accordance with Clause H.31 Weekly Staff Report. ORD reserves the right to provide the format of the Weekly Staff Report.

5.2 SCIENTIFIC MODELS APPLICATIONS, VISUALIZATION, COMPUTATIONAL SCIENCE, AND STATISTICAL SUPPORT

The scope of work for this competency includes all aspects of software, security, application-related training, quality assurance, and project management support services for scientific application, visualization, modeling and statistical support throughout the scientific method

(characterizations, hypotheses, predictions, experiments).

5.2.1. MODELING SUPPORT

SUPPORT THE EXECUTION, MAINTENANCE, AND OPTIMIZATION OF SCIENTIFIC MODELS:
- Maintain and refine model data, data relationships, and model logic
- Execute models repeatedly with different variables or processing logic
- Format model output for use in analysis and scientific documentation
- Extract and standardize model components for re-use

5.2.2. VISUALIZATION SUPPORT

SUPPORT THE PROCESSES OF VISUALLY REPRESENTING SCIENTIFIC KNOWLEDGE:

- Represent scientific data graphically for analysis, interpretation, or understanding
- Develop visual constructs or frameworks and connect data sources for real-time analysis, interpretation, or understanding
- Develop interactive components within visual representations of data for real-time manipulation and navigation of visual representations

5.2.3. STATISTICAL ANALYSIS

ASSIST SCIENTISTS AND RESEARCHERS WITH THE ANALYSIS OF DATA BY APPLYING STATISTICAL AND LOGICAL TECHNIQUES TO DESCRIBE, SUMMARIZE, AND COMPARE SCIENTIFIC DATA:

- Develop statistical models and apply to data sets
- Develop descriptive models and apply to data sets
- Develop predictive and forecasting models and apply to data sets
- Format output for use in analysis and scientific documentation

5.2.4 SCIENCE AND RESEARCH APPLICATION SUPPORT

ASSIST SCIENTISTS AND RESEARCHERS WITH THE FUNCTIONALITY, PERFORMANCE, AND UNDERSTANDING OF SOFTWARE DESIGNED FOR SCIENCE AND RESEARCH:

- Perform installation and configuration of specialized commercial or custom scientific software
- Perform troubleshooting and repair of specialized commercial or custom software
- Provide technical and usage support on specialized commercial or custom software
- Provide documentation, configuration management, and support including: Application code, Application Compilations, Test Scripts, and User Documentation
- Provide training

5.2.5 REMOTE SENSING (RS) AND GEOGRAPHIC INFORMATION SYSTEM (GIS) APPLICATION DEVELOPMENT SUPPORT

 INCLUDING ASSESSMENT OF CURRENT GIS COMPONENTS SUCH AS DATA, DATABASE STRUCTURES, MAPS, AND MAP FORMAT.

5.2.6 QUALITY ASSURANCE PROJECT PLANS (QAPPS)

For work involving the collection, generation, use or reporting of environmental data (including modeling), EPA's Quality System requirements (http://epa.gov/quality/) are applicable. The contractor shall:
Develop, implement, and update QA Project Plans (QAPPs), if requested in the TDDs or work requests.   Work shall commence upon EPA's review and approval of the QAPP.

Alternatively, EPA may provide to the contractor an existing, approved QAPP that includes a description of and QA/QC requirements for the contractor's work. The contractor shall implement the applicable QA/QC requirements as stated in the QAPP.

All QAPPs should be developed in accordance with *EPA Requirements for Quality Assurance Project Plans* (EPA/240/B-01/003, re-issued May 2006, http://epa.gov/quality/qapps.html) or an equivalent document, as described in the TDD or work request.

5.2.7 CROSS-CUTTING FUNCTIONS AND ELEMENTS

Cross-cutting functions and elements covered by the SMAVCS3 TO, include the creation, use, and assessment of existing and new scientific data and associated analyses and techniques (skills, tools, models, processes), including, at a minimum, the following functions:

- Provide environmental modeling and application development, molecular modeling, computational modeling, and numerical algorithms and verification;
- Code optimizing, porting, tuning, and vectorizing;
- Consulting and code troubleshooting;
- Parallel computing and cluster porting;
- Numerical and graphical data mining and data exploration techniques with small- and large-scale statistical analysis;
- Static, dynamic, and inter-active Web-enabled tools providing accessibility to scientific repositories and applications for internal and external collaborators;
- Documentation of applications and systems to allow future use and modifications;
- Adherence to Agency and ORD standards, particularly in areas that support future archival, storage and management of scientific data, metadata, and applications;
- Consulting support for scalable high performance computing (for platforms ranging from desktop to centralized high-end computing resources) and scientific visualization support;
- Develop surveys, samples, and questionnaires and related documentation;
- Provide technical services using mathematical, statistical, informatics, and IRM-related

skills to review requirements for data reduction and analysis, to apply statistical methods and standard software packages (either proprietary or open-source) in the preparation of statistical reports, and to develop and automate statistical and mathematical models and algorithms.

- Integration of data of various scales and projections and integration of different environmental or human health models;
- Static and dynamic scientific visualizations (Web-based or not) for data querying and exploration, hypothesis generation, hypothesis testing, and data presentation;
- Apply computational science analysis methods and standard proprietary and open source software packages in the preparation of environmental assessments and models;
- Develop, automate, and support statistical, bio statistical, and mathematical models and algorithms;
- Provide technical assistance and support in creating, analyzing, displaying and presenting scientific data and presenting spatially referenced information
- Coordinate program or project specific scientific information management activities at the national level in risk assessments, indicator research, and new and existing Agency and ORD initiatives;
- Support the design, enhancement, updating, content management, and maintenance of public access Web pages relevant to scientific data and modeling projects, Geographic Information Systems and Remote Sensing applications and other programs,
- Make recommendations for increasing the efficiency and ease of use for analyses tools and techniques, and suggest support documentation and standard operating procedures.
- Provide Bioinformatics and statistical informatics support including the creation and advancement of algorithms, computational and statistical techniques, and theory to solve formal and practical problems arising from the management and analysis of scientific data
- Integrate data of various scales and projections; link data to points or features on a map
- Overlay maps and calculate the mathematical relationships between/among maps
- Apply geospatial analysis methods and standard proprietary and open source software packages in the preparation of geospatial analyses as well as static and dynamic web-based graphical representations for analyses, mapping, querying, and reporting.
- Develop and automate geospatial statistical and mathematical models and algorithms.
- Develop improved capabilities for cross-species extrapolations
- Create predictions of population dynamics in spatially-explicit habitats
- Generate spatially-driven risk assessments, applicable to different spatial scales.
- Develop scientific project and information management systems able to access necessary information from internal and external data sources and ensure data accessibility.
- Create, update, enhance, and maintain data dictionaries, data directories, and data catalogs.
- Create searchable web-based and web-enabled geo-referenced databases and information systems.
- Compile and provide shared access to organized sets of GIS coverage and metadata.
- Aggregate geographic areas based on identified characteristics and assess accuracy of

derived geographic areas by overlaying applicable coverage.
- Create GIS and RS web capabilities and document their development, operation, and ongoing maintenance.
- Adhere to Federal and Agency scientific records management policies and standards for identifying, storing, accessing, and preserving scientific data.
- Ensure metadata follow Federal Geographic Data Committee (FGDC) data standards and the metadata are entered into EPA's Environmental Data Gateway (EDG).
- Identify and evaluate new proprietary and open-source software for potential use in ORD RS and GIS applications, as well as for automated geospatial metadata generation.
- Be current in developing technologies and areas of interest in RS and GIS

SOW TASK #	DELIVERABLE TITLE	#CALENDAR DAYS AFTER TO AWARD
5.2 - 5.2.7	Multiple Deliverables specified in multiple TDDs	30 days after the Award

6.0 OTHER CONSIDERATIONS

6.1 INCOMING TRANSITION PLAN

In accordance with this task order, the Contractor shall provide a transition plan as a part of the proposal. The Contractor shall coordinate with the Government in planning and implementing a complete transition to the Contractor's support model. The Contractor shall collaborate with the Government to deliver the Incoming Transition Plan. The Government shall also designate a transition period for the incoming Contractor to coordinate and work with the incumbent Contractor. This transition plan shall include, but is not limited to:

- Availability of Key Resources.
- Timelines/Milestones.
- Coordination with Government representatives.
- Review, evaluation and transition of current support services.
- Transition of historic data to new Contractor system.
- Government-approved training and certification process.
- Transfer of hardware warranties and software licenses (if applicable).
- Transfer of all necessary business and/or technical documentation.
- Transfer of compiled and uncompiled source code, to include all versions, maintenance updates and patches (if applicable).
- Orientation phase and program to introduce Government personnel, programs, and users to the Contractor's team, tools, methodologies, and business processes.
- Distribution of Contractor purchased Government owned assets, including facilities, equipment, furniture, phone lines, computer equipment, etc.
- Transfer of Government Furnished Equipment (GFE) and Government Furnished Information (GFI).
- Documentation and Inventory.

- Applicable EPA briefing and personnel in-processing procedures.
- Comprehensive Security Plan.
- CBI and Chain of Custody Issues.

6.2 OUTGOING TRANSITION PLAN

In accordance with this task order, the Contractor shall provide a plan for 120 calendar days of outgoing transition for transitioning work from an active task order to a follow-on contract/order or Government entity. This transition may be to a Government entity, another Contractor or to the incumbent Contractor under a new contract/order. In accordance with the Government-approved plan, the Contractor shall assist the Government in planning and implementing a complete transition from this order to a successor provider. This shall include formal coordination with Government staff and successor staff and management. It shall also include delivery of copies of existing policies and procedures, and delivery of required metrics and statistics. This transition plan shall include, but is not limited to:

- Coordination with Government representatives.
- Review, evaluation and transition of current support services.
- Transition of historic data to new Contractor system.
- Government-approved training and certification process.
- Transfer of hardware warranties and software licenses (if applicable).
- Transfer of all necessary business and/or technical documentation.
- Transfer of compiled and uncompiled source code, to include all versions, maintenance updates and patches (if applicable).
- Orientation phase and program to introduce Government personnel, programs, and users to the Contractor's team, tools, methodologies, and business processes.
- Disposition of Contractor purchased Government owned assets, including facilities, equipment, furniture, phone lines, computer equipment, etc.
- Transfer of Government Furnished Equipment (GFE) and Government Furnished Information (GFI), and GFE inventory management assistance.
- Applicable EPA debriefing and personnel out-processing procedures.
- Turn-in of all government keys, ID/access cards, and security codes.

6.3 FORMAT FOR DELIVERABLES

Deliverables shall be provided in electronic format conforming to EPA standards. Some deliverables may need to be provided in multiple electronic format types for import or integration into EPA financial databases and project management systems or for reporting purposes and use in management dashboard web applications.

6. 4 INSPECTION AND ACCEPTANCE CRITERIA FOR DELIVERABLES

During the review of deliverables the COR shall have the right to reject or require correction of any deficiencies found in the deliverables. In the event of rejection of any deliverable, the contractor will be notified in writing by the COR of the specific reasons why the deliverable is being rejected. The contractor shall correct the rejected deliverable and return it to the COR. The

following list of acceptance criteria applies to all tasks.

- Completeness, clarity, timeliness, organization, consistency, meets requirements, quality, grammatically correct, and technical accuracy.
- Additional acceptance criteria may be specified in individual work requests.